

Community Development
 7525 NW 88th Avenue
 Tamarac, FL 33321
 Telephone (954) 597-3530
 Fax (954) 597-3540

FOR STAFF USE ONLY:

CASE #: _____
Master File #: _____
Project #: _____
Date Received: _____
Received by: _____
Zoning district: _____
Land Use Classification: _____
Surrounding zoning:
 North: _____
 South: _____
 East: _____
 West: _____
Fee Collected: _____

SP-CASE DEVELOPMENT APPLICATION

(Incomplete Applications will not be accepted.)

Type/Purpose of Development Request:

_____ Administrative Minor Revised Site Plan _____ Minor Revised Site Plan

Project Name: _____

Project Address (if applicable): _____

Project Location: _____

Parcel Size: _____ acres/sq. ft. **Folio No.** _____

Project Description: _____

(identify modifications being made to the site including # of units, sq. footage, etc.)

Agent/Contact: _____

Phone: _____ Fax: _____

Address: _____

E-Mail Address: _____

Property Owner's Name: _____

Phone: _____ Address: _____

NOTE: Must also include notarized designation of quasi-judicial form.

**NEW DEVELOPMENT SITE PLAN, MAJOR/MINOR REVISED SITE PLAN,
ADMINISTRATIVE MINOR REVISED SITE PLAN, AND MODEL SALES
CHECKLIST**

The following checklist is designed to assist applicants in preparing required materials for review. The applicant should check each item to ensure that it is included. If **all** items are not present the application will **not** be accepted. The following items are required as part of a complete application for new development, major or minor revised site plans, and model sales:

- 1. A completed City of Tamarac SP-Case Development Application.
- 2. Justification Letter should narrate the proposed project, including, but not limited to, scope of work, size, history or company background, benefits of development to city, economic analysis, possible tenants/companies, etc.
- 3. Designation of quasi-judicial form. This form names that person who will represent the said application at required meetings and shows that the property owner, if other than the applicant, gives the applicant permission to do so.
- 4. Proof of property ownership (i.e. deed, property appraiser, or contract to purchase).
- 5. One (1) copy of a signed and sealed "As-Built" survey dated within the past thirty (30) days.
- 6. Six (6) signed, sealed, and folded copies of a site plan (For site plan requirements refer to Article III. Site Plan Submission Section 10-46 through Section 10- 101.), landscape plan, architectural elevations, preliminary engineering, and lighting plan. For model sale requirements see Sec. 24-613.
- 7. Appropriate development fee.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

**DESIGNATION OF AGENT
FOR QUASI-JUDICIAL PROCEEDINGS**

DATE: _____

CASE NO.: _____

IN THE MATTER OF:

ANY PERSON APPEARING ON YOUR BEHALF, IN YOUR ABSENCE, MUST BE DESIGNATED AS YOUR AGENT ON THIS FORM OR SUCH PERSON WILL NOT BE ENTITLED TO SPEAK AT THE QUASI-JUDICIAL HEARING AND THE MATTER MAY BE DETERMINED WITHOUT THE BENEFIT OF THEIR TESTIMONY.

_____, **WILL ATTEND THE QUASI-JUDICIAL**
(insert name of Agent)

HEARING TO BE HELD IN MY ABSENCE. IN ADDITION,
_____ **HAS MY PERMISSION TO ACT AS MY AGENT IN**
ALL MATTERS RELATING TO ANY PROCEEDINGS RELATED TO
_____.

(Address of subject property)

THIS FORM MUST BE RETURNED PRIOR TO THE QUASI-JUDICIAL HEARING.

SIGNATURE OF OWNER:

**NAME/ADDRESS AND PHONE NO.
OF DESIGNATED AGENT:**

(Print Name of Owner)

(Print Name of Designated Agent)

Phone: _____ **Fax:** _____

STATE OF FLORIDA:

COUNTY OF BROWARD:

The foregoing instrument was acknowledged before me this _____ day of _____, 20__, by _____, owner of property, who is personally known to me or has produced identification (_____) and
(type of identification)

who (did/did not) take an oath.

Notary Public State of Florida

My Commission Expires:

_____ **(Type or print name of Notary)**

COMMUNITY DEVELOPMENT REVIEW FEE SCHEDULE
(Pursuant to Resolution No. R-2004-134)

Land Use Planning:

| | |
|---------------|----------|
| Large Scale | \$ 5,000 |
| Small Scale | \$ 3,000 |
| Reserve Units | \$ 500 |

Platting:

| | |
|-------------------------------------|----------|
| Plats | \$ 3,000 |
| Delegation Request | \$ 1,500 |
| Vacation of Easements/Rights-of-Way | \$ 1,000 |

Rezoning:

| | |
|-------------------|----------|
| Rezoning | \$ 1,500 |
| Special Exception | \$ 2,000 |

Sign Waiver:

\$ 200

Site Planning:

| | |
|-------------------------------------|----------|
| Site Plan (New) | \$ 3,000 |
| Site Plan Revision (Major) | \$ 3,000 |
| Site Plan Revision (Minor) | \$ 1,250 |
| Site Plan Revision (Administrative) | \$ 250 |
| Site Plan Extension | \$ 1,000 |
| Model Sales | \$ 1,000 |
| Parking Waiver | \$ 2,500 |
| Transportation Action Plan | \$ 1,000 |

Variance \$ 1,000

Renaming of Street \$ 200

Staff Research:

| | |
|----------------------|--------|
| Research Hourly Rate | \$ 75 |
| Zoning Verification | \$ 200 |

ENGINEERING PLAN REVIEW FEE SCHEDULE

Pursuant to Resolution No. R-2007-82

Engineering Fees (to be paid upon each improvement submittal)

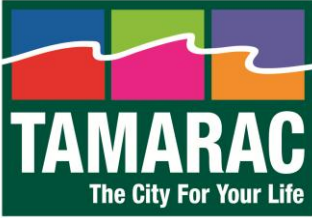
Development Review Committee (Site Plan Reviews).....\$300.00

Development Review Committee (Site Plan Revisions).....\$150.00

Development Review Committee (Plat Reviews).....\$300.00

Development Review Committee (Delegation Request Reviews).....\$150.00

Development Review Committee (Vacation of Easements/Right-of-Ways)..\$100.00



7525 NW 88th Avenue
Tamarac, Florida 33321-2401

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**SITE DEVELOPMENT PLAN APPROVAL SCHEDULE
(DRC ONLY)
2012**

| CUT OFF DATE New Submittals | CUT OFF DATE Revised Submittals | DEVELOPMENT REVIEW COMMITTEE MEETING |
|--------------------------------------|--|---|
| Tuesday | Tuesday | Thursday |
| NOV 29 | DEC 06 | DEC 15 |
| DEC 20 | DEC 27 | JAN 05 |
| JAN 03 | JAN 10 | JAN 19 |
| JAN 17 | JAN 24 | FEB 02 |
| JAN 31 | FEB 07 | FEB 16 |
| FEB 14 | FEB 21 | MAR 01 |
| FEB 28 | MAR 06 | MAR 15 |
| MAR 13 | MAR 20 | APR 05 |
| APR 03 | APR 10 | APR 19 |
| APR 17 | APR 24 | MAY 03 |
| MAY 01 | MAY 08 | MAY 17 |
| MAY 22 | MAY 29 | JUN 07 |
| JUN 05 | JUN 12 | JUN 21 |
| JUN 19 | JUN 26 | JUL 05 |
| JUL 03 | JUL 10 | JUL 19 |
| JUL 17 | JUL 24 | AUG 02 |
| JUL 31 | AUG 07 | AUG 16 |
| AUG 21 | AUG 28 | SEPT 06 |
| SEPT 04 | SEPT 11 | SEPT 20 |
| SEPT 18 | SEPT 25 | OCT 04 |
| OCT 02 | OCT 09 | OCT 18 |
| OCT 16 | OCT 23 | NOV 01 |
| OCT 30 | NOV 06 | NOV 15 |
| NOV 20 | NOV 27 | DEC 06 |
| DEC 04 | DEC 11 | DEC 20 |

APPLICANT MUST BE PRESENT FOR ITEMS TO BE HEARD.

THE CITY OF TAMARAC COMPLIES WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITY ACT. IF YOU ARE A DISABLED PERSON REQUIRING ANY ACCOMMODATIONS OR ASSISTANCE, PLEASE NOTIFY THE CITY OF SUCH NEED AT LEAST 72 HOURS (3 DAYS) IN ADVANCE. ADDITIONALLY, IF YOU ARE HEARING OR SPEECH IMPAIRED AND NEED ASSISTANCE, YOU MAY CONTACT THE FLORIDA RELAY SERVICE AT EITHER OF THE FOLLOWING NUMBERS: 1-800-955-8770 OR 1-800-955-8771.

****Holiday -Tentative meeting dates to be cancelled**** (All submitted applications will be placed on the next meeting agenda)

All meetings are subject to change or cancellation

THE CITY OF TAMARAC IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF HANDICAPPED STATUS.